



Iowa Department of Human Services

Terry E. Branstad
Governor

Kim Reynolds
Lt. Governor

Charles M. Palmer
Director

November 7, 2013

Lori Seydel
53 Walnut St.
Tipton, IA 52772

Dear Lori Seydel,

This letter is in regards to the 10/30/13 compliance check of your Level A, Registered Child Development Home. Iowa Code Chapter 237A and 441 Iowa Administrative Code, Chapter 110, describes specific requirements that must be met by a Registered Child Development Home. The following areas were out of compliance at the time of my visit:

- ☐ 110.5(1) Conditions in the home are safe, sanitary, and free of hazards.
Cord in living room, fire pit in outdoor area, another fire extinguisher, another smoke detector
- ☐ 110.5(1)e All electrical cords are properly used. This means not found under rugs, over hooks, through door openings, etc.
Cord in living room- tape coming off loosely hanging
- ☐ 110.5(1)h A safe outdoor play area is maintained in good condition throughout the year.
Fire pit- discussed fall surface as "best practices but nothing currently in regulations
- ☐ 110.5(1)m Has not less than one 2A 10BC rated fire extinguisher in a visible and readily accessible place on each child-occupied floor.
Need additional extinguisher- one for each level
- ☐ 110.5(1)n Has a minimum of one single-station, battery-operated, UL-approved smoke detector in each child-occupied room and at the top of every stairway.
Smoke detector- living room (needs replaced wasn't hanging up)
- ☐ 110.5(1)n Each smoke detector has been installed according to manufacturer's recommendations.
- ☐ 110.5(4) The certificate of registration is displayed in a conspicuous place.
Needs new one- expired 10/1/13- submitted renewal in time but have not received new one
- ☐ 110.5(8) Children's Files
- ☐ 110.5(8) An individual file is maintained for each child and updated annually or when there are changes. Each file contains:
M.C.

☐ 110.5(8)a Identifying information including, at a minimum, the child's name, birth date, parent's name, address, telephone number, special needs of the child and the parent's work address and telephone number.

M.C.

☐ 110.5(8)b Emergency information including where the parent can be reached, the name, street address, city and telephone of the child's regular doctor, and the name number, telephone number, and relationship to the child of another adult available in case of emergency.

M.C.

☐ 110.5(8)c A signed medical consent from the parent authorizing emergency treatment.

M.C.

☐ 110.5(8)d For infants and preschoolers: An admission physical examination, on the first day of attendance, including past health history, status of present health, allergies and restrictive conditions, and recommendations for continued care when necessary. The date of the exam is not more than 12 months before the child's first day of attendance.

M.C.

☐ 110.5(8)e For infants and preschoolers: A statement of health signed by a physician submitted annually.

J.B., A.J. R., M.C.

☐ 110.5(8)f A list signed by the parent which names persons authorized to pick up the child, their telephone number, and relationship to the child.

M.C.

☐ 110.5(8)g A signed and dated immunization certificate provided by the state department of public health.

J.B., M.C.

☐ 110.5(8)i Written permission from the parent(s) for their child to attend activities away from the child development home. It must include times of arrival and departure, destination, and person(s) responsible for the child.

M.C.

Non-compliance with any of the mandated regulatory requirements listed above may lead to the cancellation or revocation of your Child Development Home Registration. **Please take whatever steps are necessary to completely address each of the violations noted above. It is essential you correct all above-mentioned violations by 12/23/13.**

☐ Based on the items out of compliance listed above, you will be required to have a recheck or follow up visit to your home. This visit will occur on or after 12/23/13.

Please do not hesitate to contact me at DHS at 563-326-8215 if you have any questions regarding this letter.

Sincerely,

Kathy Huinker
Social Worker II

Always Remember:

Child Care Resource and Referral is an excellent resource for providers to access training options and support in your area. You can reach Child Care Resource and Referral at 563-324-3236.

As you plan your future trainings to meet your 24 hours of training requirement, please remember that you need to use only DHS approved training and only 12 hours can be by self-study. You can access the approved training by going to http://www.dhs.state.ia.us/Consumers/Child_Care/Professional_Development.html and you can sign up for training at <https://ccmis.dhs.state.ia.us/trainingregistry/>

All providers need to maintain compliance with rules set out in Iowa Administrative Code, Chapter 110, which includes: 441 IAC 110.5(1): Check with the appropriate authorities to determine how the following local, state, or federal laws apply to you: • Zoning code • Building code • Fire code • Business license • State and federal income tax • Unemployment insurance • Worker's Compensation • Minimum wage and hour requirements • OSHA • Americans with Disabilities Act (ADA).